



## **PROVIDER ALERT**

### **PROVIDER EMAIL UPDATE**

**SEPTEMBER 11, 2015**

All providers should make sure their email addresses are up to date in the ValueOptions ProviderConnect system. There are two email addresses that need to be completed in ProviderConnect.

1. The “ProviderConnect Email” address should be the address for the person who handles any issues with ProviderConnect either through customer service or the ValueOptions EDI Department.
2. The “Correspondence Email” address should be the person in your organization that can make sure any targeted Provider Alert or other communication from either Maryland Medicaid/BHA or ValueOptions is sent to the proper area within your organization.

The email addresses can be accessed once you log into ProviderConnect. Choose “Update Demographic Information” and fill in the appropriate information for your main office. Please see the screens below to assist in your set-up of your email addresses.

## PROVIDER ALERT

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### CLINICAL SUPPORT TOOLS

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### YOUR NEWS & ALERTS

## PROVIDER ALERT



### Provider Demographics

Provider

[REDACTED]

Mailing Address: ?

 <b>Edit</b>	ID:	[REDACTED]
	Address:	[REDACTED] [REDACTED] Country:
	Phone:	[REDACTED]
	Fax:	[REDACTED]
	Website address: ?	
	ProviderConnect Email: ?	[REDACTED]
	Correspondence Email: ?	[REDACTED]